

77-6628

DD/A Registry

DDA 78-4155

File Meetings

30 October 1978

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MEMORANDUM FOR: Director of Central Intelligence

FROM: John F. Blake
Deputy Director for Administration

Stan:

1. You recently expressed a desire to meet periodically with Agency employees in the Auditorium. STATINTL
2. I have discussed how best to do this with [REDACTED] Messrs. Fitzwater, Hetu and Malanick. We all have a general consensus on the following points.
3. Start the program on a monthly basis and judge its acceptance by the size of the audience. A possible label for the undertaking could be "CIA Monthly Update." We would see you opening the session by making comments of no longer than 7-minutes duration on anything of particular relevancy that had occurred in the last 30 days. For example, were you to be speaking this week, I would suggest brief words on both the Kampiles [REDACTED] cases, your decision to bring in outside consultants to study our personnel management system and an interpretation as to what the Presidentially directed personnel hiring freeze means. From that point on you would solicit questions from the audience. STATINTL
4. In handling the questions we would hope that a dialogue could be established. What we have in mind is as follows. A member of the audience asks a question. You respond and then ask if anyone has a follow-up question on the same subject. We also could give consideration to taping these sessions and sending them by cassette to overseas stations.
5. We gave some consideration to issuing tickets but we feel that from a psychological point of view it is better to merely announce it and have people seated on a first-come/first-serve basis. If it

turns out that acceptance is high, we could use our closed-circuit TV installation to pipe it into one of the cafeterias. Lastly, we have a feeling that the first Wednesday of the month at 11:30 a.m. would be the proper time.

6. We stand ready to meet with you, should you so desire, for additional discussions on the matter.

STATINTL

[REDACTED] John F. Blake

Distribution:

Orig - DCI
1 - DDCI
1 - ER
1 - SA/DCI [REDACTED]
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STATINTL

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DCI QUESTION-AND-ANSWER SESSION IN AUDITORIUM

PROCEDURE

- a. Discussion subjects should be restricted to themes.
- b. Themes to be discussed should be announced in advance of sessions.
- c. Instrument for announcement should be "Notes from the Director" giving title of the theme and schedule.
- d. Questions may be submitted either in written form one week in advance of session or orally from the floor during the session.
- e. All questions to be addressed by the DCI.
- f. DCI opens session with brief statement on the theme to be discussed.
- g. Candor is a must in answering the questions, within the limits of security.
- h. Interlocutor reads the questions. Related oral questions may be taken following DCI's answer to the written one.
 - i. Initial theme should be the least controversial; i.e., recruitment problem, as a possibility.

FREQUENCY

- a. Quarterly.

STRUCTURE OF AUDIENCE

- a. Print/distribute 600 tickets.
- b. No grade limitation.
- c. Community not invited.

SUGGESTED THEMES

- a. Relations with academic community.
- b. Intelligence Community.
- c. Time to fight back.
- d. Personnel management.
- e. Where we stand vis-a-vis Congress.
- f. NTIC.
- g. NFAC.
- h. Security/compartmentation.
- i. Rotational assignments.
- j. Litigation/FOIA/Privacy Act.
- k. What's wrong/right in CIA?
- l. What do our customers think about our product?
- m. What about the CI problem?
- n. Recruitment problem--How do we get the best and brightest in today's recruitment climate?

ARRANGEMENTS

- a. OTR sponsors.

PERSONNEL
9 November 1978

DDA ADMINISTRATIVE
NOTICE No. 78-15

DIRECTOR'S HOUR

1. The Director is initiating a program of periodic meetings with Agency employees. These meetings, referred to as the "Director's Hour," will be held in the auditorium from 1200 to 1300 on given dates for specific Directorates. The first "Hour" will be for the DDA on November 22. Admission will be on a first come-first serve basis.
2. After opening remarks of not more than ten minutes, the Director will respond to questions and/or comments from the floor. He would like to engage in a dialogue by having members of the audience comment on or ask further questions related to the subject matter just covered.
3. You are encouraged to attend and take advantage of this opportunity to meet with the Director.

Michael J. Malanick
Acting Deputy Director
for
Administration